



# NAVAJO COUNTY

## JOB DESCRIPTION

**TITLE:** Road Maintenance Worker

**FLSA:** NE

**SERVICE:** Classified

**REVISED:** 6/1/05

**Summary:** Under close supervision, performs unskilled work of routine difficulty assisting in the maintenance, repair and construction of roads and highways; performs related work as assigned.

**Essential Job Functions:** *(Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)*

- Assists and performs manual labor work which may require heavy lifting connected with road maintenance and construction.
- Uses tools and equipment in maintaining and construction roads and highways.
- Provides routine and manual labor work requiring heavy lifting for the construction, repair and maintenance of County roads and by-ways.
- Makes minor repairs and performs preventive maintenance on vehicles and equipment.
- Flags traffic and helps to divert away from areas under construction with driver and worker safety in mind; places signs and barricades to protect construction sites.
- Unloads trucks.
- Replaces and repairs culverts, cattle guards and other roadway appurtenances; repairs and installs fences and guard rails; maintains rights of way free from brush, obstacles, and debris; falls trees with chain saws.
- Applies asphalt; patches pothole areas; seal coats/chip seals roads; applies paving fabrics and repairs crack seal.
- Assists with wild land fires as needed; creates fire barriers; removes brush; contours land topography.
- Prepares reports and maintains records.

### Knowledge and Skills:

- Knowledge of highway construction and maintenance methods and equipment.
- Knowledge of the operation and care of light to medium highway maintenance vehicle and equipment.
- Knowledge of the care and operation of hand and power tools.
- Skill in operating highway maintenance vehicles and equipment.
- Skill in maintenance of construction equipment.
- Skill in operating various equipment safely and efficiently.
- Skill in effectively communicating verbally and in writing.
- Skill in establishing and maintaining effective working relationships with employees, other agencies and the public.

### Minimum Qualifications:

High School Diploma or G.E.D.; AND ability to obtain a Commercial Drivers License (CDL) within department guidelines; AND maintain a good driving record; AND ability to lift 40 pounds.